

1 **June 27, 2017**

2 **REGULAR MEETING OF THE BOARD OF DIRECTORS OF**
3 **THE NORTH COUNTY FIRE PROTECTION DISTRICT**

4 President Munson called the meeting to order at 5:01 p.m.

5 **THE INVOCATION GIVEN BY Deputy Chief Marovich.**

6 **ALL RECITED THE PLEDGE OF ALLEGIANCE.**

7 **ROLL CALL:**

8 **Present:** Directors Hoffman, Luevano, Munson and Thuner.

9 **Absent:** Director Harris.

10 **Staff Present:** F/C Abbott, Attorney James and Board Secretary Stephen-Porter. In the
11 audience were: DFC Marovich, D/C Mahr, B/C McReynolds, FM Koch and members of the
12 public and Association.

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14 **PUBLIC ACTIVITIES AGENDA**

15 1. **PUBLIC COMMENT:** President Munson addressed the audience and inquired whether
16 there were any public comments regarding items not on the Agenda. Public citizen Andrew
17 Askins requested to address the Board regarding a lien from Fire Protection Services that
18 had been placed against his property for weed abatement performed on his property some
19 time ago. He has been corresponding with Chief Abbott and has not reached resolution.
20 He would like to have his son attend, but he could not make it until next meeting. Since it
21 was not an agendized item, it cannot be heard tonight. Chief Abbott will communicate with
22 Mr. Askins regarding his next steps to appear before the Board. There being no other
23 comments, the Public Comment Section was closed.

24 2. **RECOGNITION OF JADE AND JULIE WORK AND PRESENTATION OF RESOLUTION —**

25 **CHIEF ABBOTT:** Chief Abbott, along with the Board members, welcomed the Works and
26 thanked them for their donation to the District. He noted that because of their donation,
27 North County Fire Protection District and the Departments participating in the training, were
28 afforded six days of training. This training allowed 250 fire personnel and approximately 15
29 Departments the opportunity to participate in training under live fire conditions, with

30 approximately 46 individuals from North County Fire Protection District given the opportunity
31 to obtaining their State Fire Control 3A Certification. At the conclusion of the reading of the
32 Resolution, the Works were presented with the Resolution and were again thanked by the
33 Board members.

34 **ACTION AGENDA**

35 **CONSENT ITEMS:**

- 36 4. **REVIEW AND ACCEPT REGULAR BOARD MEETING FOR MAY 23, 2017**
- 37 5. **REVIEW AND ACCEPT FINANCIAL REPORT FOR MAY 2017**
- 38 6. **REVIEW AND ACCEPT POLICIES & PROCEDURES**

39 President Munson inquired whether there were any questions on Consent Items 3-6. There
40 was brief discussion about using consistency in terms. There being no further discussion,
41 President Munson asked for a motion to approve the Consent Agenda. On a motion by Vice
42 President Thuner, seconded by Director Hoffman, the motion to approve the Consent
43 Agenda Items as presented, passed unanimously.

44 **ACTION ITEMS:**

- 45 7. **REVIEW AND APPROVE RESOLUTION 2017-06 ESTABLISHING THE LIMIT OF**
46 **APPROPRIATIONS OF PROCEEDS OF TAX SUBJECT TO LIMITATION FOR FISCAL YEAR 2017/2018**
47 **IN COMPLIANCE WITH ARTICLE XIII-B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA —**

48 **DFC MAROVICH AND CHIEF ABBOTT:** Chief Marovich presented the required action to the
49 Board, noting it is necessary for the District to complete each year. As is routinely the case,
50 the District is under the maximum amount allowed by quite a bit. Brief discussion ensued
51 regarding how this amount is determined. On a motion by Vice President Thuner, seconded
52 by Director Hoffman, the motion to approve Resolution 2017-06 as presented passed
53 unanimously.

- 54 8. **REVIEW AND APPROVE RESOLUTION 2017-08 — REQUESTING A TEMPORARY TRANSFER**
55 **OF FUNDS FROM THE COUNTY TREASURER TO NORTH COUNTY FIRE PROTECTION DISTRICT —**

56 **DFC MAROVICH AND CHIEF ABBOTT:** Chief Marovich presented a request to approve

59 Resolution 2017-08 to the Board, noting this is an annual action that is required in order to
60 obtain advances on the tax monies due the District from the County. The Resolution permits
61 the District to be advanced a maximum of 85% of the anticipated taxes due in a given year,
62 which the District uses until taxes are collected and released to it. It was noted there is a
63 small interest charge, less than 1 percent, charged for the advance. On a motion by Director
64 Luevano, seconded by Director Hoffman, the motion to approved Resolution 2017-08 as
65 presented passed unanimously.

66 9. **REVIEW AND APPROVE PRELIMINARY BUDGET FOR FY 2017/2018; SET PUBLIC HEARING**
67 **DATE TIME CERTAIN OF 5:15 P.M., SEPTEMBER 26, 2017 TO APPROVE THE FINAL BUDGET – DFC**

68 **MAROVICH AND CHIEF ABBOTT:** After a brief introduction by Chief Abbott, Chief Marovich
69 presented the Preliminary Budget to the Board, noting a few changes from the Preliminary
70 Budget presented in May. **Revenue:** The District anticipates an increase in property tax
71 revenue of approximately \$684,314. Construction increases are expected to increase
72 mitigation fees. Restricted funds remain increased by \$754,000 for the SAFER and Fallbrook
73 Health Care District Grants. **Expenses:** Personnel increases are due to contract raise of
74 2.44% and step increases, PERS has a decrease of 7% over last year's budgeted amount,
75 which may be higher after adjusting for health benefits. Healthcare will not be confirmed until
76 the final budget, the District anticipates a 26% increase, however new information received
77 will likely reduce this figure. Under the existing fleet plan, a staff vehicle and brush truck
78 purchase and a remount of an ambulance was completed. The District continues to pay
79 \$85,000 towards the upgrades to the 800 MHz radio system. Brief discussion ensued on
80 specific line items. On a motion by Director Luevano, seconded by Director Hoffman, the
81 motion to approve the Preliminary Budget as presented and to set the Public Hearing Date
82 and Time Certain for September 26, 2017 at 5:15 p.m., passed unanimously.

83 10. **REVIEW AND CAST VOTE IN ELECTION FOR CSDA BOARD OF DIRECTORS —**

84 **CHIEF ABBOTT:** Chief Abbott presented the request from CSDA for vote on members to the
85 Board, Seat C, Region 6. He noted there was one fire district member, John DeMonaco
86 from Chino Valley Independent Fire District. After brief discussion, there was a
87 recommendation to support Mr. DeMonaco. On a motion by Director Luevano, seconded

88 by Vice President Thuner, the motion to cast a vote for John DeMonaco and to authorize
89 President Munson to cast the complete the ballot on behalf of the Board passed
90 unanimously.

91 **11. REVIEW AND CAST VOTE IN ELECTION FOR SDRMA BOARD OF DIRECTORS AND APPROVE**

92 **REQUIRED VOTING RESOLUTION 2017-07 — CHIEF ABBOTT:** Chief Abbott presented the Board
93 with the openings for the positions for the SDRMA Board of Directors, noting there are four
94 seats open and three incumbents. In order for the vote to be accepted, the Board must vote
95 by Resolution, enclosed as Resolution 2017-07. Discussion ensued regarding the
96 candidates. Upon a motion by Director Luevano, which was seconded by Director Hoffman,
97 the Board unanimously approved Resolution 2017-07 and selected the nominees Mike
98 Scheafer, Michael Karen, David Aranda and Jean Bracy, as their selection for the SDRMA
99 Board of Directors.

100 **12. REVIEW AND APPROVE ADDITION OF NON-SAFETY STAFF — CHIEF ABBOTT:** Chief

101 Abbott presented the proposal to the Board of hiring of a part-time, non-benefit Facilities
102 Maintenance Worker to perform routine building, repairs and maintenance that are minor,
103 skilled projects. Initially, the individual would be utilized to conduct repairs/maintenance at
104 the Headquarters' Station and Station 6 remodel issues. This would result in District savings
105 for costs associated with bidding and prevailing wages. He proposed hiring a 960 hr. (part-
106 time, no benefits) Facilities Maintenance Worker, who would be compensated at the rate of
107 pay would be \$35.10, which is the closest rate to prevailing wage for a building construction
108 carpenter within San Diego County. On a motion by Director Luevano, seconded by Director
109 Hoffman, the motion to approve the position and hiring of a part-time, non-benefited Facility
110 Maintenance Worker as outlined, passed unanimously.

111 **13. REVIEW, CONSIDER AND APPROVE ACTION ON REVENUE FEASIBILITY ANALYSIS AND**

112 **PUBLIC OPINION SURVEY — CHIEF ABBOTT:** Chief Abbott presented the follow-up report on
113 the Staff issued a Request for Proposals (RFP) for a Revenue Measure Feasibility Analysis
114 and Public Opinion Survey. The purpose of this RFP was to: (1) obtain professional
115 assistance in establishing the level of public financial support necessary to assist the District
116 in continuing to fulfill its mission at present levels, (2) evaluate what type of revenue measure

117 (if any) the District should pursue and (3) the anticipated level of public support for such a
118 measure. Three proposals were received, which were evaluated for (1) compliance with
119 submittal requirements, (2) ability to fulfill the intended scope of work within the desired
120 timeframe (3) qualifications of the consultant(s), (4) methodology, (5) value-added services
121 and (6) cost. Discussion ensued regarding if the District should move forward with
122 evaluating whether a bond or other measure might be successful. Chief Abbott discussed
123 the analysis the District would need to conduct in order to obtain relevant, accurate data to
124 make an informed decision, including methodology. Taken with the pending results of the
125 Facility Reserve Study, Chief Abbott hopes to have a more realistic idea of the costs involved
126 and needs of the District projecting into the future. Factors impacting the District, including
127 revenue loss, hospital closure and aging facilities and equipment were considered. At the
128 conclusion of the discussion, on a motion by Director Hoffman, seconded by Director
129 Luevano, a motion to move forward with the Revenue Measure Feasibility Analysis as
130 recommended by Chief Abbott, passed by the following vote: **Ayes:** Directors Hoffman,
131 Luevano and Thuner; **Noes:** Director Munson, **Absent:** Director Harris. On a motion by
132 Director Hoffman, seconded by Director Luevano, the motion to approve the firm of David
133 Taussig & Associates as the most responsive/responsible bidder passed unanimously.

134 14. **REVIEW AND APPROVE SAFER 1 PHASE 3 TRIAL – CONSOLIDATION OF STATION 3 —**

135 **CHIEF ABBOTT:** Chief Abbott presented the follow-up report to last month's report on the
136 consolidation of the SAFER 1 Phase 3 Trial, noting that because Phase 2 of the SAFER
137 Trial did not yield any significant improvements to response times, Staff recommended a
138 reallocation of Station 3's personnel for purposes of addressing operational capabilities.
139 Station 3 Engineer would move to Station 6, significantly augmenting capabilities of that
140 Station by providing two career personnel per day. This will allow the District to be proactive
141 in compensating for future growth (1700 dwelling units plus the Palomar College campus),
142 and reduce reliance upon Stations 1 and 5 as the primary backup to this area when Station
143 4 resources are on a call or otherwise out of position. It was also noted, calls to Station 3's
144 District are generally declining, while those to Stations 4 and 6 are generally increasing.
145 With a 20% increase in responses over the past two years, and each of its three ambulances

146 experiences a utilization rate in excess of 30%, it will be necessary to retain the third
147 ambulance at Station 5 permanently. Placement of an ambulance at Station 5 has
148 demonstrated a significant reduction in reliance upon mutual aid ambulances. Staff is
149 currently working with Labor to develop staffing solutions that will create operational
150 efficiencies, as the District continues to face long-term funding challenges and will be unable
151 to continue financial support of the SAFER funded FF/PM position. This consolidation will
152 be closely monitored for the current Station 3 response area, with the idea that third and
153 final phase of this Trial could lead to a permanent reallocation of Station 3's resources. The
154 District will engage in community outreach efforts with the citizenry in the Olive Hill area. On
155 a motion by Vice President Thuner, seconded by Director Hoffman, the motion to approve
156 the consolidation of resources from Station 3 to other Stations within the District as proposed
157 on a 24-hour basis, passed unanimously.

158 **DISCUSSION AGENDA**

160 15. There were no Discussion Items for the June 27, 2017 Board Meeting.

161 **STANDING DISCUSSION ITEMS:**

162 ● **LEGAL COUNSEL REPORT:** Counsel James presented his letter "Immunity." Brief
163 discussion ensued regarding the types of immunity for "firefighting activities." This is
164 informational only, no action required.

165 ● **WRITTEN COMMUNICATIONS:** Brief discussion ensued regarding the items.
166 Informational only, no action required.

167 ● **BOARD RECOGNITION PROGRAM:** It was noted the number of CPR trainings completed
168 and Captain Choi coming in on his day off to assist.

169 ● **NEWS ARTICLES:** Brief discussion ensued regarding articles, including the results
170 of the District-sponsored Chipping Day. This is informational only, no action required.

171 ● **COMMENTS:**

172 ● **STAFF REPORTS/UPDATES:**

173 ● **STEPHEN ABBOTT, FIRE CHIEF/CEO:** Chief Abbott informed the Board the District is
174 40 days into the 60 escrow, with the owner working on the air conditioning and drainage

175 issues. He also had a recent phone call from the Rainbow Fire Chief Jeff Weaver, who
176 requested he accelerate the transition at Rainbow. Although the Rainbow Board has not yet
177 agreed to a detailed transition plan, the District is working toward a full transition in one year.
178 Chief Abbott noted the Board will be approving the Fire Mitigation Resolution next month.
179 He plans to exercise the “pay back” option, rather than ask for new project approval. Chief
180 Abbott is participating in a peer support program for behavior health issues. Informational
181 only, no further action required.

182 ● **CHIEF OFFICERS AND OTHER STAFF: Fire Marshal Koch:** FM Koch informed the Board
183 the Horse Creek Ranch Project is beginning, with the expectation that 50 units every two
184 weeks will be initiated. She is grateful to have Mindy Ost, the part-time Administrative
185 Specialist, to assist. They Bureau will begin a new financial and weed tracking process with
186 Mindy’s assistance. **CHIEF MAHR:** Chief Mahr noted that all capital fleet items have been
187 delivered and are being outfitted, with the expectation they will be in service within the next
188 30-45 days. North Comm is upgrading the CAD software and instituting a CAD upgrade,
189 which is expected by August 1st. Thereafter, they expect to have better tracking with new
190 levels in the response plan. The Zone will be switching from a 4 digit to 3 digit number
191 system in the near future. **CHIEF MAROVICH:** Chief Marovich informed the Board the
192 preliminary 15-16 audit has been received and the 16-17 audit is expected to begin around
193 August 1st. He updated the Board on the GEMT audit and appeals process, noting the
194 District is similarly situated to other agencies who have been involved with GEMT. The
195 District will begin the Battalion Chief testing on June 28th. It is also moving forward with
196 implementation of Office 365. **CHIEF McREYNOLDS:** Chief McReynolds updated the Board
197 on the installation of the 800 MHz radios, with the goal of completion of installation by the
198 end of the year. The District will be installing tablets in all the engines, which is being paid
199 through North Comm funding.

200 ● **BOARD: DIRECTOR THUNER:** Director Thuner informed the Board that she had suffered
201 a loss of a home in the Santa Barbara area from fire that morning.

202 ● **BARGAINING GROUPS:** No comments.

203 ● **PUBLIC COMMENT:** No comments.

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CLOSED SESSION

At 7:30 p.m., President Munson inquired whether there was a motion to adjourn to Closed Session. On a motion by Director Hoffman, seconded by Vice President Thuner to go into Closed Session, President Munson read the items to be discussed in Closed Session and the Open Session was closed. A short break ensued after the reading of the Closed Session Items. At 7:35 p.m., and the Board entered Closed Session to hear:

CS-1. **ANNOUNCEMENT — PRESIDENT MUNSON:** *An announcement regarding the items to be discussed in Closed Session was made prior to the commencement of Closed Session.*

CS-2. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6 – MANAGEMENT GROUP NEGOTIATIONS – CHIEF ABBOTT:**

MANAGEMENT GROUP NEGOTIATORS DISTRICT NEGOTIATORS: CHIEF ABBOTT, DISTRICT COUNSEL JAMES

CS-3. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6 - NON-SAFETY GROUP NEGOTIATIONS – CHIEF ABBOTT:**

FFA NON-SAFETY GROUP NEGOTIATORS DISTRICT NEGOTIATORS: CHIEF ABBOTT, DISTRICT COUNSEL JAMES

CS-4. **REPORT FROM CLOSED SESSION — PRESIDENT MUNSON**

REOPENING OPEN SESSION:

On a motion by Vice President Thuner, which was seconded by Director Hoffman and which passed unanimously, the Board returned Open Session at 7:50 p.m., the following items were reported out to the public:

CS-2. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6 – MANAGEMENT GROUP NEGOTIATIONS – CHIEF ABBOTT:** On a motion by Vice President

Thuner, seconded by Director Luevano, the Board approved the Management Side Letter as presented. The motion passed unanimously.

CS-3. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6 - NON-SAFETY GROUP NEGOTIATIONS – CHIEF ABBOTT:** On a motion by Vice President Thuner, seconded by

Director Hoffman, the Board approved the Non-Safety Side Letter as presented. The motion passed unanimously.

ADJOURNMENT

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234 A motion was made at 7:55 p.m. by Director Luevano and seconded by Director Hoffman,
235 to adjourn the meeting and reconvene on July 25, 2017, at 17:00. The motion carried
236 unanimously.

237 Respectfully submitted,

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240 Loren Stephen-Porter

241 Board Secretary

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243 Minutes approved at the Board of Director's Meeting on: July 25, 2017

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